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File Personnel-11

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM : F. W. M. Janney  
Director of Personnel

VIA : Deputy Director for Administration

SUBJECT : Survey of Interest in Facilities for Physical  
Conditioning, Recreational and Social Activities

*JF/der* 17 DEC 1976

1. This memorandum is for your information.

2. A survey questionnaire was forwarded with Employee Bulletin 544, dated 27 October 1976, asking for the opinions of all Headquarters employees on a number of questions related to the providing of facilities for physical conditioning, recreational and social activities. A copy of that survey, including notations of the responses, is attached. A total of 3,095 questionnaires were returned, representing a ☐ response. While not eliciting complete data on which to plan an ideal complex, the survey did provide some insight into what Agency employees would like to have, the extent to which they feel their employer should provide physical conditioning and recreational facilities, and their willingness to contribute funds for such facilities.

3. The first question on the survey asked the employee's opinion regarding the need for a multi-purpose activities center and what impact it would have on employee morale. Approximately 30% of the respondents indicated this was urgently needed and would greatly contribute to morale. Conversely, 10% felt this to be unnecessary and not an influence on employee morale. Over half of those who participated in the survey indicated moderate interest in an Agency multi-purpose center.

4. Question 2 attempted to determine employees' opinions on who should be permitted to use the facility. Approximately one out of four prefer use to be restricted to Agency employees. An equal number want to be able to bring in outside guests. Half of the responses indicated a preference for restricting admittance to Agency personnel and members of their immediate families.

5. Questions 3, 4, 5 and 6 were to determine how frequently, by whom, and at what time the center would be used. Most significant of the information gained from these questions was the fact that:

a. Almost half indicated they would utilize the facility frequently and an additional one-third said they would use it occasionally.

b. Approximately one out of four responded that family participation was not applicable to them.

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6. An attempt was made in question 7 to determine the types of facilities desired. Choices were: indoor athletic, outdoor athletic, social (meeting and party rooms), and dining facilities. More than one preference could be marked. Indoor athletics was the overwhelming favorite with 2,415 votes. Outdoor athletics was second with about half as many votes. The remaining choices received significantly less responses. This question also asked for a write-in of preferred locations. This produced insignificant response except for over 100 employees who indicated Rosslyn.

7. Question 8 listed several possible activities that might be included in a multi-purpose center and asked for first, second and third preference to be indicated. The attached copy of the survey shows a tabulation of first, second and third place votes and a ranking based on the number of "first preference" votes. Indoor swimming, tennis, and bowling were most popular in that order. A surprisingly low eighth and twelfth places went to softball and football, two of EAA's most popular activities.

8. Questions 9, 10 and 11 attempted to elicit to what extent employees would be willing to support financially Agency athletic and recreational facilities. As a number of volunteered comments pointed out, it is difficult for one to state how much he or she will pay for use of a facility when the facility is not fully defined. It was considered essential, however, to obtain some expression from employees as to what extent they expected to share in the cost of the facilities. Regarding use of the facilities such as tennis courts, bowling alleys and swimming, employees were almost equally divided (approximately one out of three) on general membership dues only versus a combination "use fee" and "general dues." One out of four employees favored only the "fee per individual use" concept. Questions 10 and 11 addressed the attitude toward possible purchase of shares and annual dues. Very few employees indicated an interest in investing more than \$100 in either.

9. Item 12 on the survey asked for any comments or suggestions the employee wished to make. One out of three chose to do so. As might be expected, comments ran the gamut from "a great idea" and "should be like Pentagon facilities" to "a dumb idea" and "a waste of time and money." Some comments fell in between these extremes, indicating this was a nice idea but doubtful that it will ever come to pass. The question of who should be permitted use of the facilities drew many comments from those who are under cover. In strong terms they indicated outside participation would prevent their use. Of the constructive comments, two were most dominant - improve the exercise facilities already in existence in the Headquarters Building and provide exercise facilities in Rosslyn (and to a lesser extent in other buildings). Some who commented just wanted to point out the benefits (to the Agency as well as themselves) of exercise programs. Conversely, there were others who felt that the Government is being cheated out of an eight-hour day and employees should do their exercising (and recreating) on their

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own time. Many wished to give a plug for their favorite sport by singling out tennis courts, or handball, or an indoor pool, or new softball fields, as a must. Those commenting against the proposal, although not a majority, were substantial and presented one or more of four arguments against increasing recreational facilities. Most prominent was the opinion that this is not the Agency's responsibility and would be an improper use of the taxpayer's money. Second was a strong concern that this would result in bad publicity for the Agency at a time when it can least afford it. Third was the idea that the providing of facilities would foster paternalism, clannishness, and inbreeding when more community participation by employees should be stressed. Fourth was the concern on the part of some that their work environment (office space) was already substandard and the providing of recreational facilities should be secondary to improving this situation.

10. In summary, the degree of employee interest expressed in the survey would not appear to provide overwhelming support for a recreational building. The survey does, however, indicate the strong interest that many employees have in fitness, exercise, and athletic activities and the desire to engage in these activities at their work location. There was also a frequent expression of opinion that the existing facilities should be improved and expanded and additional facilities should be made available to employees working in other than the Headquarters Building. It is therefore our intention to:

✓ a. make the results of this survey available to the Board of Directors of the Employee Activity Association for their consideration in connection with EAA budget planning and future activities, and

✓ b. present the results of the survey to the Deputy Director for Administration after which we will initiate discussions with him and appropriate personnel of his office regarding improvement of present exercise and athletic facilities, availability of space for exercise facilities in other buildings (especially Rosslyn), and inclusion of recreational activities in the planning of new buildings.

F. W. M. Janney

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Att

Distribution:

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# EMPLOYEE BULLETIN

STAT 

27 October 1976

## SURVEY OF INTEREST IN FACILITIES FOR PHYSICAL CONDITIONING, RECREATIONAL AND SOCIAL ACTIVITIES

1. The Agency has a strong and continuing interest in the physical conditioning of its employees and in providing opportunities for recreational and social activities that are commensurate with security and cover requirements. This has resulted in the provision of physical fitness facilities wherever possible and in the strong management support that is provided to the Employee Activities Association (EAA).

2. While the use of appropriated funds is restricted in these areas and EAA's resources are limited, it is desired every effort be made to provide the best possible program within available resources. A review of other Federal civilian agencies has been made to determine their success in this regard and the facilities being provided to their employees. This review indicates that the Agency program ranks very high. However, there is always room for improvement.

3. Even during the early planning stages for the Headquarters Building, consideration was given to the possibility of providing a nearby multi-purpose physical conditioning, recreation and social center for employees and, possibly, their families. It was not feasible to carry through those plans for a variety of reasons. One of the major factors was a lack of sufficient private capital and that continues to be a significant problem today.

4. Before giving any further consideration to this matter, there is a need to determine the current interest and preferences of Agency employees. Would a multi-purpose center near the Headquarters Building have sufficient appeal, thus encouraging further action? If so, what should the center contain? Would employees be willing to participate and provide financial support? If not, are there smaller, single or dual-purpose facilities that are desired and can be supported? Where should they be located?

5. In order to find the answers to pertinent questions, the attached survey questionnaire has been prepared. The interest (or lack of interest) on the part of each employee will effect future decisions that are made on this matter. This is your opportunity to express your personal preferences. Please mark your answers to the survey questions, add any comments you would like to make, and forward via office mail to Room 1016 Ames Bldg. Your name is not required. The form should be returned no later than 17 November.

DISTRIBUTION: ALL EMPLOYEES

1. I believe that an Agency multi-purpose center in the Headquarters Building area

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- 933 (29.6%) ( ) Is urgently needed and would contribute greatly to the morale of employees
- 1826 (57.9%) ( ) Would be nice to have and would help improve employee morale to some degree
- 330 (10.5%) ( ) Is unnecessary and would have no influence on employee morale
- 64 (2.0%) ( ) No opinion
- 3153 (100 %)

2. Regarding eligibility to use an Agency center or individual facilities, I would -

- 683 (22.5%) ( ) Prefer that it be restricted to Agency personnel
- 1476 (48.7%) ( ) Prefer that it be restricted to Agency personnel and members of their immediate family
- 673 (22.2%) ( ) Prefer having the opportunity to bring in outside guests
- 199 (6.6%) ( ) No preference
- 3031 (100 %)

3. If a center or individual facilities were available, I

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1388	(46.2%)	( )	Would make frequent use of the facilities
987	(32.8%)	( )	Would occasionally use the facilities
204	( 6.8%)	( )	Would rely primarily on other facilities
<u>428</u>	<u>(14.2%)</u>	( )	Am not sure how often I would use them
3007	(100 %)		

4. If family participation were provided, my family

461	(15.5%)	( )	Would make frequent use of the facilities
1017	(34.2%)	( )	Would occasionally use the facilities
309	(10.4%)	( )	Would rely primarily on other facilities
501	(16.9%)	( )	Am not sure how often family would use them
<u>683</u>	<u>(23.0%)</u>	( )	Not applicable
2971	(100 %)		

5. Family participation would be by -

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1716

☐ Spouse

☐ Children - specify number by age group

525

\_\_\_\_\_ under 6

494

\_\_\_\_\_ 7-10

558

\_\_\_\_\_ 11-14

743

\_\_\_\_\_ 15 and over

183

☐ Other - indicate number \_\_\_\_\_

859

☐ Not applicable

6. I would use the center or facilities during -

281

☐ 0600 to 0800 Hours

479

☐ 0800 to 1600 hours

835

☐ 1600 to 1800 hours

1716

☐ After 1800 hours

2205

☐ Weekends

7. The types of facilities I would find most beneficial are -

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2415

1254

661

653

203

( ) Outdoor athletic

( ) Social (meeting and party rooms)

( ) Dining facilities

( ) No preference

Indicate location, if other than Headquarters Building area

DC = 16; Rosslyn = 107; Arlington = 7;  = 33; Other = 95. STATINTL

8. Please indicate the three activities most wanted by you.

(Indicate your order of preference by writing 1st, 2nd, and 3rd)

1st	2nd	3rd	Rank*			1st	2nd	3rd	Rank
332	210	201	3	( ) Bowling	( ) Golf driving range	90	69	75	9
77	40	78	10	( ) Billiards	( ) Softball	99	45	88	8
450	374	305	2	( ) Tennis	( ) Football	23	15	25	12
778	575	187	1	( ) Swimming, indoor	( ) Shuffleboard	12	4	25	13
116	185	92	7	( ) Swimming, outdoor	( ) Social or game rooms	129	78	148	6
185	90	136	5	( ) Dining	( ) _____				
68	54	57	11	( ) Meeting rooms & lounges					
291	139	140	4	( ) Racquetball-Handball					

\*Ranking based on number of "first preference" votes.



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9. If walking alleys or swimming pools were made available, I would prefer that payment for their use be on the basis of -

- 671 (22.7%) ( ) Fee per individual use
- 965 (32.7%) ( ) General membership dues permitting unlimited use of all facilities
- 1126 (38.2%) ( ) Combination of "use fee" and "general dues"
- 189 ( 6.4%) ( ) No preference
- 2951 (100 %)

10. Regarding financial support of an Agency center, I would be willing to invest the following in shares -

- 404 ( ) \$ or 24
- 1042 ( ) \$25
- 628 ( ) \$50
- 647 ( ) \$100
- 27 \$101+

11. In addition to shares, I would be willing to pay annual dues  
of -

	<u>Family</u>	<u>Self-Only</u>	
231	( ) \$0-24	( ) \$0-24	316
616	( ) \$25	( ) \$25	509
493	( ) \$50	( ) \$50	249
377	( ) \$100	( ) \$100	129
11	\$101	\$101+	9

12. Please indicate below any comments or suggestions you may have  
on this matter:

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TO	NAME AND ADDRESS	DATE	INITIALS
1	EO/OPA	16 DEC 1976	B
2	ADDA		L
3	DDA		
4			
5	An interesting survey on		
6	Recreational facilities		
ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
Remarks:			
James's summary is well done!			
Agree			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
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